

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
100 USDA, Suite 102
Stillwater, OK 74074-2653

OK Notice PM-1401

For: County Offices

Retirement Counseling

Approved by: State Executive Director



1 Overview

A

Background

Employees within five years of retirement eligibility are eligible for retirement counseling.

B

Purpose

The purpose of this notice is to announce two retirement counseling sessions.

Disposal Date

December 1, 2004

Distribution

County Offices

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2 Training Site

A

Training Site, Dates and Location

Retirement Counseling for CSRS and CSRS Offset employees will be held November 3, 2004. Retirement Counseling for FERS employees will be held on November 4, 2004. Both sessions will be at the Clarion Meridian Hotel and Convention Center, I-40 and Meridian, in Oklahoma City, OK. The training will begin at 8:30 a.m. and conclude at 4:00 p.m. each day.

Rooms have been reserved at the Clarion for the nights of November 2 and 3 for attendees who are asterisked on the attached Exhibits. Each attendee who is eligible for overnight lodging may have one night of lodging the evening before the training begins. Reservations may be made by calling the Clarion at (405)-942-8511. Tell the hotel that you are with the Farm Service Agency. The block of rooms will be available until October 20, 2004. Employees will be responsible for canceling their room reservations if not needed.

B

Attendance and Materials needed

All employees listed in Exhibits 1 and 2 are invited to attend. Attendance of employee's spouses is encouraged. Attendee's should bring paper and pen for note taking. Retirement booklets will be supplied by the instructor.

C

Travel Authorization

Retain this notice for travel authorization. Ensure that you have an AD-202 in place for FY2005 travel before attending this training. Travel should be coordinated by DDs to the extent possible.

D

Accommodation Statement

Persons with disabilities who require accommodation to attend or participate in this meeting should contact Marty Alberts at 405-742-1140 by October 22, 2004

E

RSVP

Attendance at these counseling sessions is not mandatory. Employees shall RSVP by sending an email to jan.courtright@ok.usda.gov.

CSRS/Offset

November 3, 2004

8:30 – 4:00

Clarion Meridian Convention Center

(Employees eligible for overnight lodging the night before the training (November 2) have an asterisk beside their name.)

County	Name
Caddo	Marie Campbell
Caddo	Myron Murray
Cherokee	*Bernie Gipson
Choctaw	*Roy Rankin
Cotton	*Virginia Jirtle
Ellis	*Rexie Holloway
Garfield	*Janell Black
Garfield	*Gary Brickman
Garfield	*Jo Ricks
Harper	*Netha Rohrer
Haskell	*Claudette Mitchell
Jackson	*Rod Nichols
Jackson	*Terry Butler
Johnston	*Nila Adams
Johnston	*Rickey Clark
LeFlore	*Linda Tubby
LeFlore	*Allan Rau
Major	*Joyce Cravens
Mayes	*Norma Cannady
Mayes	*Donna Long
McCurtain	*Karen Matlock
Nowata	*Ron Gallaway
Okfuskee	*Sue Beets
Ottawa	*Carolyn Blecha
Pawnee	*Joann Harshbarger
Pawnee	*Max Schone
Pittsburg	*Mark Stokes
Pittsburg	*Linda Wingo
Pontotoc	*Custer McFalls
Roger Mills	*Ralph Hartman
STO	Marty Alberts
STO	*James Black
STO	Connie Burk
STO	Marvin Cooks
STO	*Gary Crawley
STO	Harold Dick
STO	*Fred Fenton
STO	DeAnn Hafner
STO	Charlie Haggerty
STO	*Robert Imgarten

OK Notice PM-1401**Exhibit 1**

STO	*Bill Lieb
STO	*Iola Logan
STO	Joe Lyde
STO	*Garl Mardis
STO	James McDaniel
Woods	*Donna Erikson
Woodward	*Gary Bentley
OFFSET	
Garvin	John VanMeter
Grady	Phyllis Sitterding
Logan	Diane Frick
Okfuskee	*Jo Bradley
Okfuskee	*Amelia Witham
Pottawatomie	Karen Peercy
Wagoner	*Pat McDaniel

FERS

November 4, 2004

8:30 – 4:00

Clarion Meridian Convention Center

(Employees eligible for overnight lodging the night before the training (November 3) have an asterisk beside their name.)

County	Name
Alfalfa	*Kaye Jay
Alfalfa	*Cathy Swafford
Blaine	*Coleta Stark
Canadian	Jeanene Williams
Choctaw	*Pat Kilpatrick
Cimarron	*John Burnett
Cotton	*Avanell Ballard
Cotton	*Mary Lindsey
Craig	*James Mayhew
Craig	*Carol Mayfield
Custer	*Judy Garner
Delaware	*Buddy Phillips
Garfield	*Rennie Jones
Garfield	*Donna Thomas
Grant	*Don Fitch
Greer	*Mike Schuster
Hughes	*Donna Stafford
Jackson	*Linda Frantz
Jefferson	*Jim Spurlock
Kiowa	*Harold Pruitt
Love	*Shirley Roberts
Major	*Joann Hough
Mayes	*Kathy Caruthers
Mayes	*Betty Wolf
McCurtain	*Glenda Plaster
Nowata	*Gayla Taylor
Okmulgee	*Carol Copenhaver
Payne	LaNelda McDaniel
Pushmataha	*Lena Lawless
Rogers	*Sandra Baker
Stephens	*Rusty Burk
Tillman	*Irma Schrick
Tillman	*Jean Spray
Washita	*Deanna Husband
Washita	*Carol Maynard
Woods	*Bill Farris
Woods	*Donna Graham
STO	Losco Hunter
STO	Floyd Parris